

Fiber Broadband Completion Task Force Meeting Agenda

Date: Thursday, November 11, 2021

Time: 6:30 PM

To Join this Virtual Meeting via Zoom.

<https://us02web.zoom.us/j/84517895437?pwd=aHpTZ0xjbVNvVm9QY3owWUFyU3h6QT09>

Meeting ID: 845 1789 5437 Passcode: 199193

Fiber Broadband Completion Task Force Members:

Gordon Brockway - Light Board Representative
Scott Hopkinson - PEG Access Advisory Committee Representative
David Hesel - HOA (Home Owners Association) Representative
Gail Hire – Citizen at large Representative
Mark Howell – Citizen at large Representative, Task Force Chairperson

I. Call to order/Roll Call/Assign Clerk – Announcement of Recording in Progress

- Meeting recordings are posted by MMN on YouTube as available:
<https://www.youtube.com/c/MinutemanMediaNetwork/videos>

II. Minutes –

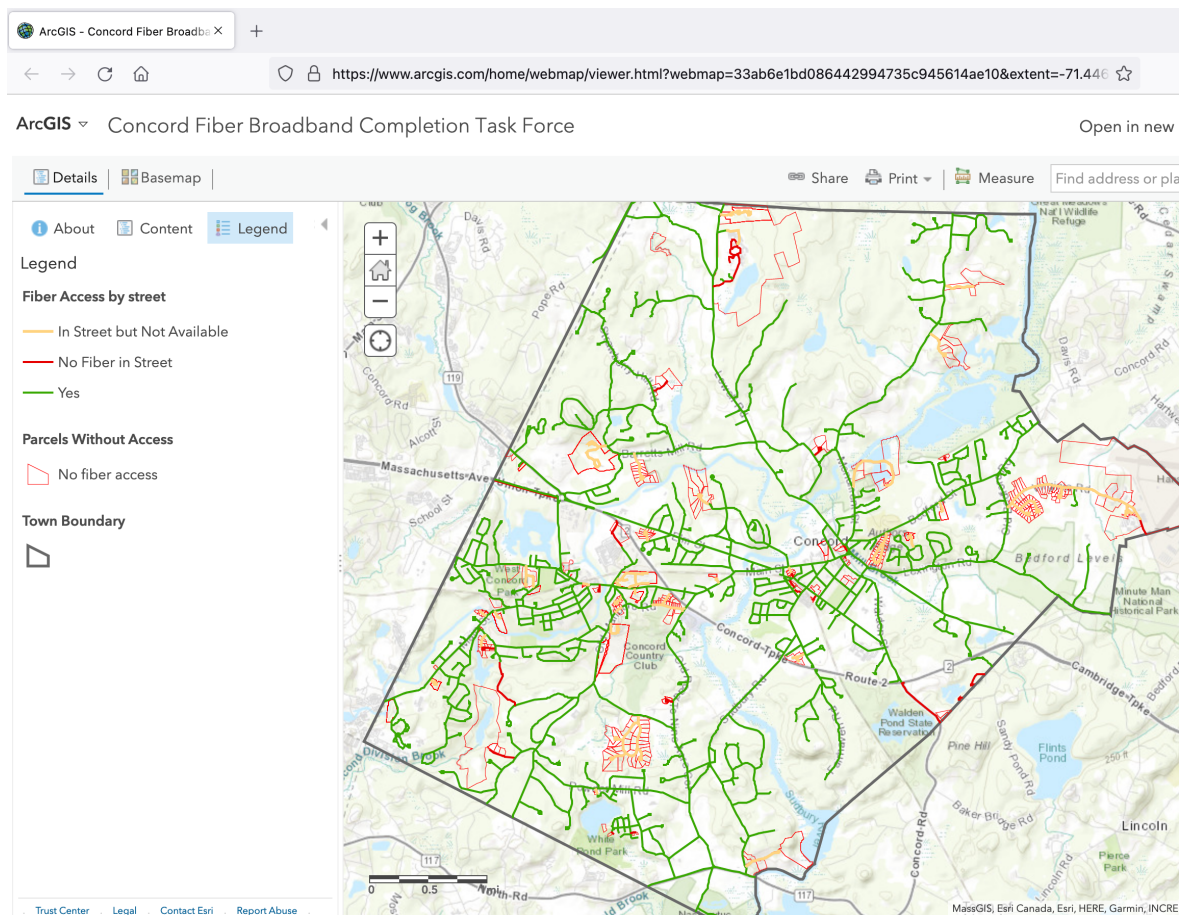
- Pending Minutes – October 7, 2021 Clerk: S. Hopkinson
- Pending Minutes – October 21, 2021 Clerk: S. Hopkinson
- Pending Minutes – October 27, 2021 Clerk D. Hesel
- Pending Minutes – November 3, 2021 Clerk G. Brockway

III. Chair's Report

- Next meetings: 11/18 6:30 PM, 12/2 6:30 PM

IV. GIS Data Request Analysis – Continue Review and discuss how to further code & analyze

- Preliminary map link:
<https://www.arcgis.com/home/webmap/viewer.html?webmap=33ab6e1bd086442994735c945614ae10&extent=-71.4463,42.4187,-71.2517,42.5013>



- Street Excel File

StreetStatus.xls - Compatibility Mode

	A	B	C	D	E	F	G	H	I
	Street Name	Fiber in Street?	Partial Street?	Comment	Number of Parcels	MDU Units	Total Units	Miles	Feet
1	ABBOTT LN	In Street but Not Available			2	42	42	0.21	1095
2	ACADEMY LN	Yes			0	0	0	0.00	0
3	ADAMS RD	Yes			0	0	0	0.00	0
4	ADIN DR	Yes			0	0	0	0.00	0
5	ALCOTT RD	Yes			0	0	0	0.00	0
6	ALDEN RD	Yes			0	0	0	0.00	0
7	ALFORD CIR	In Street but Not Available			6	0	6	0.17	882
8	ALLEN FARM LN	Yes			0	0	0	0.00	0
9	ANNURSNAC HILL RD	Yes			0	0	0	0.00	0
10	ANSON RD	Yes			0	0	0	0.00	0
11	ARENA TER	Yes			0	0	0	0.00	0
12	ARROWHEAD RD	Yes			0	0	0	0.00	0
13	ASH ST	Yes			0	0	0	0.00	0
14	ASSABET AVE	Yes			0	0	0	0.00	0
15	ATTAWAN RD	Yes			0	0	0	0.00	0
16	AURORA LN	Yes			0	0	0	0.00	0
17	AUTHORS RD	Yes			0	0	0	0.00	0
18	AUTUMN LN	No		Access from Lincoln only	9	0	9	0.21	1088

- Parcel Excel File

- Master Address Table (MAT) Excel File

V. Begin Discussion of “Barriers to Subscription Growth”

- A. The area’s objective is to focus on premises that currently are served by fiber to establish if there are policy or programmatic inhibitors to adoption.
- B. Generally, this area is a look at demand and decision making among potential subscribers.
- C. The task force will seek to establish an understanding of what may be inhibiting the adoption of the service by those potential customers. Some examples could include:
 - a. Knowledge of the offerings
 - b. Cost or value of the offerings
 - c. Inhibitors to Installation (other than as covered in Section A).
 - d. Impact of underground bylaw
- D. Metrics in this area will include take rates, subscriber levels, new installations performed, cycle times associated with installations, reason for cancellation or incomplete orders, percentage of successfully completed orders.

VI. Task Force Web Presence – Should we ask for a page? What content to include?

VII. Public Comment Period

VIII. Adjournment

The page contains links to Reference Materials pertaining to Telecommunications:

Task Force:

Objectives Document: [Focus Area Defintions](#) (9/30/21 version)

Telecommunication Financials:

Enterprise Budget Books: <https://concordma.gov/253/Enterprise-Fund-Budgets>

2018 Enterprise Budget Hearing: [Article 47 - Light Plant Expenditures and PILOT PH Pres 03-12-18](#)

FY22 Enterprise Budget Book: Telecom on p.38 and following.
<https://concordma.gov/DocumentCenter/View/29426/FY22-Enterprise-Budget-Book>

[2021 Telecommunication Budget](#):

[July 2021 Telecomm Financial report](#):

Broadband Availability Map: [Broadband Available](#) ArcGIS Online tools from Concord
Broadband to check for known availability.

Town Meeting Calendar [2021-2022 ATM Calendar \(Final\)](#)

Underground Bylaw [No New Construction of Utility Poles and Overhead Wires Bylaw \(PDF\)](#) from Town Bylaws Page: [Town Bylaws](#)